



Board of Works

Andy Cook
John Hart
Mark Heirbrandt

Clerk Treasurer

Cindy J. Gossard

Memorandum

To: Westfield Board of Public Works & Safety

Date: July 28, 2011

Re: Public Works & Matters

Memo to Board Members

Dear Board Members, I would like to take this opportunity to update you regarding some of the activities that have taken place within the Public Works Department over the last month.

Fees Collected

(See Attachment 1)

Public Works Progress Report

(See Attachment 3)

Employee of the Month for July

The City Services Going the Extra Mile Employee of the Month selection for July 2011 was Rob Lambert. Rob is employed with the City of Westfield Public Works Department in the Instrumentation and Control Division as the I&C Supervisor. .

Please join me in congratulating Rob Lambert on this significant achievement.

Public Works Department

(317) 804-3150 office
(317) 804-3181 fax

2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

ATTACHMENT #1

Yearly Permit Fees-2011												
Type of Fees	January	February	March	April	May	June	July	August	September	October	November	December
Encroachment Permits	\$ 350.00	\$ 200.00	\$ 850.00	\$ 1,325.00	\$ 3,250.00	\$ 1,925.00	\$ 1,925.00	\$ 1,625.00				
Sewer Availability Fees	\$ 3,500.00	\$ 43,750.00	\$ 5,250.00	\$ 5,250.00	\$ 4,100.00	\$ 279,982.50	\$ 1,750.00					
Sewer Tap Fees	\$ 9,000.00	\$ 1,800.00	\$ 16,200.00	\$ 15,600.00	\$ 13,200.00	\$ 61,122.00	\$ 26,400.00					
Subsequent Sewer Connection	\$ 2,049.00	\$ 390.00	\$ 3,487.00	\$ 5,156.00	\$ 2,429.00	\$ 2,049.00	\$ 4,016.00					
Water Availability Fees	\$ 1,800.00	\$ 22,500.00	\$ 7,920.00	\$ 2,700.00	\$ 1,800.00	\$ 143,091.00	\$ 900.00					
Water-3/4" Tap Fees	\$ 4,250.00	\$ 1,750.00	\$ 9,200.00	\$ 7,000.00	\$ 7,500.00	\$ 26,717.50	\$ 12,500.00					
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Subsequent Water Connection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Lawn Irrigation Fees	\$ -	\$ 240.00	\$ 720.00	\$ 1,800.00	\$ 3,390.00	\$ 3,480.00	\$ 2,400.00					
Road Impact Fees	\$ 19,800.00	\$ 3,600.00	\$ 19,800.00	\$ 30,600.00	\$ 23,400.00	\$ 28,800.00	\$ 34,200.00					
Plan Review Fees	\$ 5,320.00	\$ 1,625.00	\$ 1,925.00	\$ 1,325.00	\$ 1,325.00	\$ 2,190.00	\$ 150.00					
Inspection Fees	\$ 2,568.43	\$ 943.50	\$ 1,128.50	\$ 1,036.00	\$ 999.00	\$ 499.50	\$ 185.00					
Map Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Erosion Control Appl. Fees	\$ 1,500.00	\$ 400.00	\$ 3,000.00	\$ 2,900.00	\$ 3,000.00	\$ 3,200.00	\$ 3,100.00					
Erosion Control Penalty Fees	\$ 100.00	\$ 2,100.00	\$ 1,350.00	\$ 300.00	\$ 500.00	\$ 1,150.00	\$ 1,250.00					
Sanitary Sewer Permit Fees	\$ 600.00	\$ -	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	\$ 300.00					
Water Permit Fees	\$ 600.00	\$ -	\$ -	\$ 900.00	\$ 300.00	\$ 300.00	\$ 300.00					
Water Service Line Protection	\$ 639.00	\$ 735.00	\$ 726.00	\$ 918.00	\$ 1,278.00	\$ 900.00	\$ 711.78					
Totals per Month	\$ 52,076.43	\$ 80,023.50	\$ 71,856.50	\$ 79,565.00	\$ 66,471.00	\$ 555,706.50	\$ 89,787.78	\$ -	\$ -	\$ -	\$ -	\$ -

	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total	2011 Year to Date
Encroachment Permits	\$ 1,400.00	\$ 6,500.00	\$ 1,625.00	\$ -	\$ 9,525.00
Sewer Availability Fees	\$ 52,500.00	\$ 289,332.50	\$ 1,750.00	\$ -	\$ 343,582.50
Sewer Tap Fees	\$ 27,000.00	\$ 89,922.00	\$ 26,400.00	\$ -	\$ 143,322.00
Subsequent Sewer Connection	\$ 5,916.00	\$ 9,634.00	\$ 4,016.00	\$ -	\$ 19,566.00
Water Availability Fees	\$ 32,220.00	\$ 147,591.00	\$ 900.00	\$ -	\$ 180,711.00
Water-3/4" Tap Fees	\$ 15,200.00	\$ 41,217.50	\$ 12,500.00	\$ -	\$ 68,917.50
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -	\$ -
Subsequent Water Connection	\$ -	\$ -	\$ -	\$ -	\$ -
Lawn Irrigation Fees	\$ 960.00	\$ 8,670.00	\$ 2,400.00	\$ -	\$ 12,030.00
Road Impact Fees	\$ 43,200.00	\$ 82,600.00	\$ 34,200.00	\$ -	\$ 160,200.00
Plan Review Fees	\$ 8,870.00	\$ 7,285.00	\$ 1500.00	\$ -	\$ 16,315.00
Inspection Fees	\$ 4,640.43	\$ 2,534.50	\$ 185.00	\$ -	\$ 7,359.93
Map Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 4,900.00	\$ 9,100.00	\$ 3,100.00	\$ -	\$ 17,100.00
Erosion Control Penalty Fees	\$ 3,550.00	\$ 1,950.00	\$ 1,250.00	\$ -	\$ 6,750.00
Sanitary Sewer Permit Fees	\$ 900.00	\$ 600.00	\$ 300.00	\$ -	\$ 1,800.00
Water Permit Fees	\$ 600.00	\$ 1,500.00	\$ 300.00	\$ -	\$ 2,400.00
Water Service Line Protection	\$ 2,100.00	\$ 3,086.00	\$ 711.78	\$ -	\$ 5,907.78
Totals per Quarter	\$ 203,956.43	\$ 701,742.50	\$ 89,787.78	\$ -	\$ 995,486.71

Type of Fees	7 months of 2010	Jul-10
Encroachment Permits	\$ 9,255.00	\$ 2,425.00
Sewer Availability Fees	\$ 415,546.72	\$ 6,056.18
Sewer Tap Fees	\$ 191,142.00	\$ 10,938.00
Sub- Sewer Connection	\$ 28,485.00	\$ 5,305.00
Water Availability Fees	\$ 226,942.48	\$ 7,248.21
Water-3/4" Tap Fees	\$ 91,983.23	\$ 7,557.50
Water-1" Tap Fees	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -
Subsequent Water Connection	\$ 5,936.48	\$ 742.06
Lawn Irrigation Fees	\$ 7,780.00	\$ 2,880.00
Road Impact Fees	\$ 221,702.00	\$ 23,400.00
Plan Review Fees	\$ 14,337.50	\$ 3,965.00
Inspection Fees	\$ 11,572.45	\$ 3,996.00
Map Fees	\$ 2,400.00	\$ -
Erosion Control Appl. Fees	\$ 16,210.00	\$ 2,100.00
Erosion Control Penalty Fees	\$ 2,300.00	\$ 250.00
Sanitary Sewer Permit Fees	\$ -	\$ -
Water Permit Fees	\$ -	\$ -
Water Service Line Protection	\$ 9,212.00	\$ 762.00

ATTACHMENT #2

WESTFIELD PUBLIC WORKS MONTHLY ACCIDENT STATISTICAL REPORT FOR JUNE 2011

Location	# of employees	# of Hours Worked	Employee Accidents/ Month	Disabling Accidents/ Month	Lost Work Days	Restricted Work Days	OSHA Recordable Accidents	# of Vehicles	# of Miles Driven	# of Vehicle Accidents for the Month	Chargeable Accidents for the Month	# of Property Damage Accidents /Incidents	Cost of Property Damage Accidents
Administrative	3	448	0	0	0	0	0	1	717	0	0	0	\$0.00
CSC	6	820	0	0	0	0	0	1	97	0	0	0	\$0.00
Water	5	592.5	0	0	0	0	0	7	5614	0	0	0	\$0.00
Wastewater	3	411	0	0	0	0	0	6	5373	0	0	0	\$0.00
Street-G.M	18	2403	0	0	25	0	0	17	7504	0	0	0	\$0.00
Dev/Con-Eng	7	950	0	0	0	0	0	6	2598	0	0	0	\$0.00
Inst & Controls	2	220	0	0	0	0	0	1	1048	0	0	0	\$0.00
2011	44	5844.5	0	0	25	0	0	39	22951	0	0	0	\$0.00
2010	47	7517	0	0	0	0	0	38	26255.5	0	0	0	0

6/1/11 thru 6/30/2011: Brad Prater is still off on Worker's Compensation due to the accident that occurred on March 9th, 2011.

ATTACHMENT #3

WESTFIELD BOARD OF PUBLIC WORKS MEETING

Westfield Public Works Executive Summary Progress Report

1. Village Park TIF Projects

- East Access Road – This project was bid on April 4, 2010, the Public Works Department awarded the bid to E&B Paving on September 30, 2010. Right-of-Way acquisition for the East Access Road is complete for the proposed road that will run behind Marsh and Wal-Mart to connect Greyhound Pass to 151st Street.

E&B Paving paved 151st Street in two locations last Fall. Over the winter the utilities were relocated in preparation for full construction during the summer of 2011. During the Spring of 2011, the storm sewer was installed, water and other utilities were switched over, and road construction started on the North end of the project. On July 11, 2011 the north half of the round-a-bout (RAB) and 151st Street were complete and traffic was switched onto the new pavement. As of July 11th, 2011, the North Access Drive was closed at 151st Street, so deliveries for the Village Park Plaza are gaining access from the South, Greyhound Pass. Also, as of July 11th, 2011 the North half of the East Access Road, now known as Cool Creek Park Road, is being constructed. The North half or phase 2 is completed and the South half or Phase 3 is currently under construction. Final Completion is scheduled for November 1, 2011.

- South Union to Western Way Drive (Westfield Blvd.) - The design of this project was delayed because INDOT and Target have not come to an agreement on the R/W acquisition of the Target property. The City is currently looking at other options associated with the connection of 156th Street to South Union and has accepted RFP from 3 Engineering Firms to look into the design of South Union from US31 to 156th Street. From this RFP a firm has been selected. Additionally, the City of Westfield will be applying for a Tiger 3 Grant opportunity which needs to be submitted by October 30th.

2. Eastside TIF Projects – 161st Street and Carey Road. The design and engineering work on the 161st Street and Carey Road Round-a-bout project is complete, with R/W acquisition and utility coordination beginning in 2012. At this time, it appears that this project will likely be scheduled for utility relocations in late 2012 with construction in early 2013.

3. Downtown Thoroughfare Plan. Work included investigation of road network improvements that would support the planned INDOT improvements to US 31 and SR 32, as well as downtown redevelopment envisioned by the Grand Junction Task Force. Concepts have been developed for possible road network improvements in downtown and along the west side of US 31. The 80% planning grant was approved and the Notice to Proceed was issued from the Indianapolis MPO to support traffic plan development. A presentation of the project was presented to INDOT on February 8th, 2011. INDOT reviewed the plan for possible

inclusion with the US 31 Major Moves Freeway Project and presented preliminary inclusion of a portion of this project on May 10, 2011.

4. Westside Interceptor. This project is complete.
5. Beechwood Storm Sewer Project. The Beechwood Storm Sewer project is in the final design phases. The field survey, utility investigation, and engineering have been completed. VSE Engineering has finalized plans and prepared easement documentation and were sent to residents on July 29, 2011. This project is now shelf ready and ready to move forward in 2012.
6. Block Grant. The City of Westfield applied for the 2010 Block Grant that will consist of some drainage improvements and sidewalk connections along East Street between the Silver Lakes and Sleepy Hollow Subdivisions. The Public Works Department bid this project out in July of 2011 and held a bid opening on July 26th, 2011. Bids were presented to the BPW&S on July 28th. The Noblesville Housing Authority has cleared the Historical Review and will be voting on accepting the bid at the September 12th Meeting.
7. 2011 Resurfacing and Maintenance Improvement Project. The list of projects based on various factors has been narrowed down and it has been determined that this year's Project will be broken down into 3 contracts. The first contract will mainly consist of Resurfacing with Contract 2 consisting of Maintenance. Contract 3 will consist of the Block Grant (above, item 36). Contract 1 was bid on June 24th. Contract 3 has been revised to mostly consist of various quotes to perform road maintenance.

Following is a list of Projects included in the 2011 Resurfacing Program

- South Union from Springs Valley Drive to South Street (Complete)
- David Brown between US 31 to South Union (95% Complete)
- 169th Street between US31 to Oak Ridge Road (95% Complete)
- Carey Road widening between 146th Street and 151st Street
- East Street between 186th Street to 191st Street (Complete)
- 191st Street between East Street to US 31(Complete)
- 191st Street in front of Lord of Life Christian Church (Complete)
- 196th Street between US31 to the Verizon Complex east access drive (Complete)
- Grassy Branch Road between 196th Street to 203rd Street (Complete)
- Bridlewood – various concrete road repairs. (Under Construction)

Additionally, the Public Works Departments Street Division is conducting hot asphalt road patching on all thoroughfare roads within in the city limits.

8. Towne Road Bridge Replacement over the John Edwards Drain. The Public Works Engineering Division will be drafting an RFP for the design of a bridge for Towne Road. This bridge which was listed in the top 8 for replacement according to the City of Westfield Small Structure Inventory List is complete. Engineering will begin in late 2012 with proposed construction of this bridge proposed for 2013 depending on funding.

9. Natalie Wheeler Trail. Is substantially complete, with just punch list items remaining. This project included the installation of the Multi-use path connecting the Grand Junction and the Natalie Wheeler Trail and repaving South Union Street.
10. Grand Park. The Public Works Engineering and Development/Construction Divisions are providing technical input into the planning and design of the Grand Park Sports Complex. The Public Works Department is participating in the Design and Financial analysis meetings associated with this project.
11. Grand Junction. The Public Works Department continues to be the lead on the proposed Regional Detention Plan associated with the Anna Kendall (Cool Creek) Regulated Drain. The Public Works Department also has provided technical input in regards to the downtown thoroughfare plan, utility development, and trail development.
12. Public Safety Training Facility/ Public Works Horseshoe Water Utilities Property. The Public Works department continues to be the lead for the development of this property and project, along with the well field expansion on this property.
13. Horseshoe Well Development. Currently Well #14 has been installed along with the associated valve vault. This well should be active at the beginning of the week of August 1 and will supply Indianapolis Water Company, through contract, over 2 MGD. Well #15 will begin to be drilled during the week of August 1, 2011 and will be active by the week of September 5th, 2011. It is projected that Well #15 will produce over another 2MGD of water.
14. Oakridge Road and 161st Street Round-a-bout. The Public Works Department applied for CMAQ funds for an RAB at this intersection and these funds were approved at the August of 2011 by the MPO. At this time this funding is for construction only with the cost of design, R/W and utility acquisition by the City. The Public Works Department has also applied for additional funds for the cost of design, R/W and utility acquisition and these funds were also approved at the August MPO. Design will begin either late 2011 or early 2012. Currently the Public Works Department has a RFP out for the Design of this project.
15. CMAQ Funds Applications. The Public Works Department also applied for four other intersections for CMAQ funds for the construction of RAB's. The four intersections under consideration are 156th and Springmill, 161st Street and South Union, 156th Street and Oak Ridge Road, and 169th Street and Springmill Road. At the August MPO Policy Meeting the MPO members voted to approve the 156th Street and Springmill Road RAB for funding for construction and construction inspection.
16. Monon Trail TE Grant Funds. The City has officially been awarded TE funds for three projects. They are as follows:

Des. No.	Location	Amount
0900029	SR 32 to 216 th St.	\$846,000 (federal)/\$211,500(local)
1173079	SR 32 to 191 st St.	\$1,096,667 (federal)/\$822,583(local)
1173193	191 st to 216 th	\$1,000,000 (federal)/(\$1.4M (local)

A TIP amendment request was submitted and approved by the MPO which placed both the 09 and the 11 project into the TIP with the 09 labeled strictly for Design, Survey and R/W and the 11 labeled for construction and construction inspection. Currently, there is a RFP out for the Design and R/W acquisition for the Monon Trail. North of SR32 to the Monon Trails Elementary School.